

**CITY OF MENASHA**  
**Board of Public Works**  
**Third Floor Council Chambers, 140 Main Street, Menasha**  
July 21, 2008

**MINUTES**

 [Back](#)  [Print](#)

**1. CALL TO ORDER**

Meeting called to order by Chairman Pack at 6:25 p.m.

**2. ROLL CALL/EXCUSED ABSENCES**

**A. -**

PRESENT: Pamenter, Taylor, Wisneski, Pack, Hendricks, Zelinski, Michalkiewicz, Benner  
ALSO PRESENT: Mayor Merkes, CA/HRD Brandt, PC Stanke, DPW Radtke, CDD Keil, C/T Stoffel, PRD Tungate, Eng. Supr. Montour, Clerk Galeazzi, the Press, James Taylor (Representative of Community Forward)

**3. MINUTES TO APPROVE-MINUTES & COMMUNICATIONS TO RECEIVE**

**A. [July 7, 2008](#)**

Moved by Alderman Michalkiewicz, seconded by Alderman Hendricks to approve minutes

Motion Carried on voice vote

Results:

**4. DISCUSSION**

**A. [Street Use Application - Labor Day Parade; Monday, September 1, 2008; 9:30 AM - 11:30 AM; \(Fox Valley Area Labor Council\)](#)**

CA/HRD Brandt reported the insurance is in order and acceptable.

**B. [Street Use Application - St. Joseph's Food Pantry Run/Walk; Saturday, November 1, 2008; 8:45 AM - 10:00 AM; \(Pacesetter's of the Fox Cities\)](#)**

CA/HRD Brandt reported he has not received the insurance certificate for review.

**C. [Street Use Application - Grunski Runski; 10K and 2 Mile Run/Walk; Saturday, August 9, 2008; 8:30 AM - 10:30 AM; \(City of Menasha Parks and Recreation Department\)](#)**

DPW Radtke explained the original route had a conflict with street construction. PRD Tungate has created a different route that does not conflict with street construction.

CA/HRD Brandt explained the application will need the approval of Police and Fire Departments.

**D. [Street Use Application - Market On Main; Saturdays 8/2/08, 8/9/08, 8/16/08, 8/23/08, 8/30/08, 9/6/08, 9/13/08, and 9/20/08; 8:00 AM - 5:00 PM \(Community Forward, Inc.\)](#)**

DPW Radtke explained the time exceeds the six hour permitted by City code, however it can be approved if Council stated the special reason for exceeding the time limit.

CA/HRD Brandt reported the insurance is in order and acceptable. The eight dates listed will need to be as eight separate events.

Ald. Wisneski stated Appleton and Neenah have the farmer's market done by noon or 1:00p.m. and there might not be much activity in the later afternoon.

James Taylor, representative of Community Forward spoke. The street closure will be on Chute Street from Main Street to just before the entrance to the US Bank parking lot. The selling time for the vendors will be 10am-4pm. They will need two hours for setup and one hour for take down.

They feel there will be no conflict with the farmer's market in Appleton and Neenah. They hope to attract the boater traffic in the later afternoon. They are anticipating approximately 40 vendors.

Public will have access to all businesses downtown.

**E. [Payment - Insituform Technologies, USA, Inc.; City of Menasha Wastewater Collection System Rehabilitation Improvements Project - Phase 3, Contract No. E145-07-01A; Sanitary Sewer Lining; \\$197,035.92 \(Payment No. 4\)](#)**

No Questions or Discussion.

**F. [Payment - Infrastructure Technologies, Inc.; City of Menasha Wastewater Collection System Rehabilitation Improvements Project - Phase 3, Contract No. E145-07-01D Sanitary Manhole Lining; \\$27, 059.63 \(Payment No. 4\)](#)**

No Questions or Discussion.

**G. [Request for Stop Sign on Melissa Street at Grove Street](#)**

DPW Radtke explained Tim Montour, Engineering Supervisor did the traffic studies for the four traffic study items (Items G, H, I, J)

CA/HRD Brandt advises following staff recommendations on installation of traffic signs. Staff puts time and resources into the study. They follow the Manual on Uniform Traffic Control Devices.

Eng. Supr. Montour reported the study indicated there is no apparent need to change the existing traffic control on Melissa Street at Grove Street.

**H. [Consideration of Additional Traffic Control Devices at the Intersections in Vicinity of Melissa Street and Grove Street \(Ald. Benner\)](#)**

DPW Radtke explained a traffic study was conducted at the request of Ald. Benner. There is no apparent need to change the existing traffic control signage.

Eng. Supr. Montour reported the residents in that area are concerned with speeding traffic. As per the Manual Uniform Traffic Control Devices (MUTCD) stop signs should not be used for speed control.

**I. [Request for Yield Sign on Jennie Street at Greenwood Drive \(Mayor Merkes\)](#)**

Lee Hoertsch, 1148 Greenwood Drive, spoke on the need for a yield sign at the intersection. There are no sidewalks in the area so people walk on the road. Vehicles come through the intersection at a high rate of speed. A yield sign would slow down traffic. The Engineering traffic study report recommended no need for traffic control signage at this intersection because of the right of way assignment rules for "T" intersections.

**J. Request for Traffic Control Signage on Applewood Drive at Southfield Drive and on Sweetbriar Lane at Southfield Drive**

DPW Radtke explained at the request of residents in the area, a traffic study was conducted and control signage is warranted. It is suggested to install a yield sign on Applewood Drive at Southfield Drive and a yield sign on Sweetbriar Lane at Southfield Drive.

Discussion ensued on suggestions to reduce speeding on Southfield Drive; it was suggested to consider installing speed bumps.

**K. Consideration of Options for Surplus Commodity Revenue Through Tri-County Regional Recycling Program**

DPW Radtke explained the City has the option to vote on what to do with their share of the recycling revenue surplus. Menasha's share is estimated at \$48,000. This amount could be used toward the purchase of new carts for the implementation of single stream recycling collection. As WinnebagoCounty has not needed to access the stabilization fund to control the tipping fees, it is recommended the City votes to refund the recycling revenue surplus to the municipalities.

**L. Solicitation of Interest in a Consolidated Procurement of Carts for Single Stream Recycling by the Winnebago County Solid Waste Management Board**

DPW Radtke explained WinnebagoCounty is asking each municipality if they are interested in ordering single stream recycling carts through the County. As the City has not yet done a full evaluation of the costs of operating a fully automated single stream recycling collection process, it is recommended to indicate to the County we are not able to commit to the purchase of carts at this time.

**M. Solicitation of Interest in a Potential Solid Waste Management Board Ban of Computers/Electronics at the Winnebago County Landfill**

DPW Radtke explained WinnebagoCounty wants to be prepared for the excess number of television sets that might be disposed at the landfill with the upcoming federal mandate that all television signals be of digital format. WinnebagoCounty is asking for the support of municipalities. Currently residents are able to dispose of old television set and computers through regular refuse pickup. Businesses are banned from disposal of electronics in landfills and must recycle or reuse them. Discussion ensued on how this will affect City residents and the cost currently being charged by different drop-off spots. More information may be needed.

**N. Recommendation to Increase Tire Disposal Fees**

DPW Radtke explained Winnebago County Solid Waste Management Board has increased the cost charged for tires disposed at the landfill and DPW is recommending to mirror that increase for City residents to dispose of tires at the Public Works Facility. The City's current ordinance does state the fees charged to residents for disposing tires. The ordinance may need to be changed.

**5. ADJOURNMENT**

**A. -**

Moved by Alderman Michalkiewicz, seconded by Alderman Taylor to adjourn at 7:15 p.m.

Motion Carried on voice vote

Results:

Respectfully submitted by Deborah A. Galeazzi, City Clerk